



**FACULTY SENATE COUNCIL MEETING
SEPTEMBER 20, 2011
APPROVED**

PRESENT: Laurie Lema (President), Beth McBrien (Vice President), John Freytag (Corresponding Secretary), Nicole Hess-Diestler (Representative-at-Large), Ed Trujillo (Applied and Fine Arts), Tom Barber (English), Marva DeLoach (Library), Theresa Flores-Lowry (Physical Education, Athletics and Dance), Peter Churchill (Business Education), Buzz Holt (Social Sciences), Craig Gerken (Physical Science/Engineering), Catherine Machalinski (Biology and Health sciences), Maria Dorado (Counseling), Rick Godinez (San Ramon Campus), Lisa Orta (Faculty Development Coordinator), Doug Dildine (Part-time Faculty Representative), Len Grzanka (Part-time Faculty Representative), Ann Patton (Faculty Senate Administrative Secretary)

ABSENT: ASDVC Representative (TBD)

GUESTS: Susan Lamb, Obed Vazquez, Mark Akiyama, Glenn Appell

The meeting was called to order at 2:00 p.m.

1. APPROVAL OF THE SEPTEMBER 20, 2011 AGENDA AND THE MINUTES OF SEPTEMBER 13, 2011.

It was MSC to approve the agenda of September 20, 2011. All in favor. Approved.

It was MSC to approve the minutes of September 13, 2011. All in favor. Approved.

2. PUBLIC COMMENT

Glenn Appell told Council in this economy there are many people going hungry, so the UF is leading the charge to hold a district-wide food drive. There will be collection bins placed around the campuses and the District Office from October 2-21. He informed Council the food collective does not care if people take food out of the bins. They feel if someone is taking food from a donation bin then they must need the help.

Barber suggested having a contest to see which division collected the most. Appell said he will bring that idea back to the union board.

3. COUNCIL COMMENT

Trujillo read from an email he received from a colleague in his division. "I wanted to ask and then voice concern about something that was brought to my attention. Is it correct that part-time faculty serving for the Faculty Senate are paid \$1,000 for doing so? If so, where does this money come from? Seems like a surprisingly handsome sum, and while I'd certainly begrudge anyone their work compensation, I can't help but wonder if full-time faculty are compensated in a comparable way".

Hess-Diestler said she has noticed an increase in severe behavioral issues with students. She has talked to Bill Oye about it but asked if other faculty have noticed an increase in these types of behaviors on campus.

Machalinski said there were discussions several years ago about disruptive students and a brochure was published outlining procedures for these incidents. She just wanted faculty to be aware and possibly address it in some type of forum.

Freytag said he met with administrators regarding compliance with the Styrofoam resolution on campus. He said administration is looking for campus-wide solutions that are simple and cost effective. He said administration is being exceptionally helpful and cooperative and the decision to use poly-styrene containers in the Crow's Nest was not done maliciously.

Freytag said Faculty in his division are concerned about campus-wide tech support or lack thereof. He said the need for replacement of faculty computers is getting critical and it is difficult to get tech support for the aging computers.

Holt expressed great gratitude to Laurie Lema for her leadership on the Scheduling Task Force. He said they had a big job to do in a short time period and Lema found a way to help accomplish that work in a cooperative way.

Machalinski said the Scheduling Task Force was an extraordinary thing the college did. Faculty were very involved in the process and were supported by the administration in their efforts.

4. ANNOUNCEMENTS

Hess-Diestler said the Drama program schedules weekday matinees of their productions for high schools to attend. However, area high schools have not been able to attend as many productions as in the past, so the Drama program has many open seats for those matinees. She said our faculty can make reservations for their classes to attend if they would like.

Orta distributed a handout with the upcoming Staff Development workshops on Google docs.

Lema announced Doug Dildine was elected as a part-time faculty representative on the Faculty Senate Council for a two year term starting this academic year. She reminded Council the election was conducted online and we received only 56 responses.

5. APPOINTMENTS

District-wide Study Abroad Committee

Scott MacDougall
Toni Fannin

Study Abroad Selection Committee

Scott MacDougall
Toni Fannin

Institutional Planning Committee

Tish Young

District Online Course Management System Task Force

Karen Edwards Math

District-wide Sabbatical Leave Committee

Dorrie Mazzone

Portal/Email Work Group (Asked --Opsata, Becky; Keating, Katrina; Franco, Dennis)

Robert Burns
Dennis Franco

Budget Process/Procedure Work Group (Asked --Hanecak, John; Orta, Lisa; Goralka, Ray; McBrien, Beth; Machalinski, Catherine; Young, Tish)

Tish Young
Peter Churchill
John Freytag
Katrina Keating
John Hanecak

It was MSC to approve all the appointments listed above. All in favor. Approved.

6. IPC AND STUDENT EQUITY

Lema reminded Council that Institutional Planning Committee members came to a previous Council meeting to present a proposal to work with the Student Equity Committee to develop the Student Equity Plan. She said Council had a lot of concerns which she shared with Mark Akiyama SEC chair. She invited him back to this meeting to discuss those concerns.

Akiyama explained the SEC is looking at a bottom up model for implementing the plan. The activities would be voluntary and they are looking at things that cost little or no money.

He distributed a handout with information on how DVC could move towards equity and an example of an intervention plan. Akiyama explained the example on the handout is similar to the SLO model.

Churchill cautioned that although they are saying this will be voluntary, at some point it will be connected to some sort of funding.

Akiyama said the original reason they came to FSC is because the IPC came to the SEC and offered to support them in writing their plan. He said he realized when they presented equity data at the last FSC meeting, it confused the issue.

Lema clarified her understanding is the SEC will be working on an SEP. IPC said they want to assist to help make sure there is involvement and help them along the way while writing the plan, and to engage as many people as possible in the process.

Keating said from looking at the data he brought last time, encouraging placement tests is something simple they can do right now.

Akiyama agreed and said there are things already being done on multiple levels. He said one example is they had non-DVC students try to register for DVC to assess where there may be road blocks.

Lema said the solutions will not all be in the SEC but it will stimulate conversations about the types of efforts which could be implemented.

Keating suggested when students apply to DVC, they could be sent an immediate Welcome message which includes a link to the Math placement test, which is done online for all non-transferable classes.

Barber said all students have to take the English placement to get into English 122.

Akiyama said there are a large number who self-place in courses other than English and Math.

Barber commented it does not seem like there is any one overseeing all the micro-movements on campus for achieving student equity.

Akiyama responded as part of the SEP they want to model an overarching place for exchange of information.

Hess Diestler said she thinks the defensive reaction to the proposal is because faculty already spend a lot of time collecting data and do their SLOs. It is one more thing.

Akiyama said the SEC understands that everyone already has a lot of work which is why he is pushing this as a voluntary process. They want to provide the tools for those who want to engage in the process. There is no penalty to not doing the work

Freytag said the initial ideas happen to look a lot like SLOs, and he is concerned even if it begins voluntary, it will end up not being voluntary.

Akiyama said he used the SLO model as something that is familiar to people but he is open to changing it.

Machalinski said the data may change over the next few years without any committee action. For example when students realize they can't repeat classes more than three times, they will start taking placement tests. Not everyone needs to have a plan that lays out what they should do and that may be some of the push-back. However, we still need to look at college-wide solutions.

Churchill said he likes the sample grid Akiyama shared, but it invariably winds up to be one more thing faculty has on their plate.

Holt moved to endorse the joint effort of the IPC and SEC with the proviso Faculty Senate sees the final plan before implementation. Motion was seconded. The question was called. All in favor. 1 abstention. Approved.

Trujillo said he would like to see models that have been used by other institutions and their success rates. Akiyama said the model they are using has been used in 50 schools throughout 8 states. Trujillo said he would still like to see concrete examples from the other models.

7. UNITED FACULTY SENATE JOINT MEETING

Lema reminded Council on opening day Jeffrey Michels said the UF wants to have a series of workshops. One for full-time faculty, one for part-time faculty, and one for both groups together. He has proposed piggy-backing the workshop onto a Senate Council meeting. The Senate meeting would take place on October 25 from 2-3 and then adjourn for the UF workshop from 3-5 with the Senate Council present. She asked Council if they support this proposal.

Appell said these workshops will give part-time and full-time faculty an opportunity to air their concerns in a “safe” place. The UF wants to hear what they have to say. He said they do not want to generate topics but would start with the hot button issues that people feel are not getting addressed at local, district and state levels. It would also help the UF to see if some of the issues they hear about are just from a few people or if it is a trend.

Churchill said he would stay for the workshop if his division wants something brought forward but otherwise he would not stay.

Trujillo asked if there will be an agenda of topics. Lema suggested departments or divisions could brainstorm a list of topics to bring with them or she could put it on an agenda for the Council to see what topics they want discussed. Appell added that they also want to hear about what is going well.

Lema said this is our opportunity to voice our concerns so our union reps at the state level know DVC needs and what they would like advocated at the state level.

Council agreed to support the proposal to have the Senate Council attend the UF meeting.

8. SCHEDULING TASK FORCE

McBrien updated Council on the work of the Scheduling Task Force. She said they met the previous Thursday. Lamb and Lema co-facilitated the meeting. She said most divisions except PE and the Library submitted ranked requests for the approximately 16 FTEF. The requests submitted equaled about 25 FTEF. She said they started with the first ranked request from each division and they discussed every request. Next they looked at how each request filled the criteria. After eliminating those that did not meet the criteria, they were remaining requests for 17 FTEF. Some areas offered to drop some requests and they got it down to the 16 FTEF. She said there was a good mix of innovation and student success efforts and every division that requested something got something.

Holt thanked Lamb and Garcia for allowing this process to take place.

Lema said Holt was a great contributor to the group and she enjoyed working with everyone in the group.

Lamb said there were high stress times in doing the work but it was a great group of people to work with and they all learned a lot.

Lema said she is going to recommend DVC conduct a breakout group at the Plenary session on the process they used in the Scheduling Task Force.

9. VICE-PRESIDENT OF INSTRUCTION

Lamb explained they are looking at how the schedule is formatted for online, hybrid, and face-to-face classes. She distributed a list of categories that has been developed to “code” the classes in the schedule. The schedule has been formatted to list the categories of classes separately but this would allow them to all be listed together. She said the list of categories is a starting point and there may be some others.

Machalinski said the Technology Enhanced Section designation should be broken out and the term technology enhanced might bring out the wrong perception in students.

Orta said it will get complicated however she knows that the students need it to be very clear what is required in the different class formats.

Gerken said his concern is when several instructors are teaching the same course but use different combinations of the formats.

Lamb said the issue that kept coming back was that some students have limited access to technology and if a course needs to have an assignment submitted everyday online, that student could not do that.

Dorado said this will be helpful especially with the repeatability issue because students often drop because the class format was not what they expected.

Lamb informed Council the college had a Box 2a and we will be hiring six full-time faculty.

Lamb announced the Study Abroad notices will be going out to faculty this week. The selection meeting will be in late October. In Fall 2012 it will be in Barcelona, and Florence in Spring 2013.

Lamb told Council there is Program Review training in October. They will have session on the mechanics of the process and we will also have workshops on the content where people can come and get information as well as actually work on their Program Reviews. We will also be having validation trainings on Fridays.

Lamb reminded Council they are working on the audits of positive attendance, and hours by arrangement. She told Council faculty needs to be sure to track the required information and to keep the records for three years.

10. GE VOTE

Lema informed Council Freytag and Vazquez worked on the language for the GE vote. The Curriculum Committee looked at it on the previous day.

Freytag said it was very difficult to write and there are still some issues with the text.

Vazquez reviewed the changes that were made.

Trujillo, in reference to number 2 in the comparison grid on the left, asked what is wrong with majors having a high number of units. Vazquez responded the impact is the students will not pursue the degree at all.

Gerken said in number one in the grid on the right, we don't get to completely determine our GE. He suggested it would be more accurate to say "to expand our GE pattern". He also said in number 2 on the left, it would make it possible for everyone to complete a degree, not just engineering students.

Keating said that in number two, on the left, Engineering will *definitely* be impacted by the decrease in units. She asked that #2 be changed to reflect that the current method negatively effects the sciences because students transfer without getting degrees, whereas with the 18-unit change, it's quite likely that many more science students will get a DVC AA because they can do so without any extra classes. Keating went on to say that she's not clear about the impact on Dental Hygiene, etc. that is referenced in the chart; she asked that this information be clarified.

Machalinski said on the first page in the first sentence of the second to last paragraph the word "minimum" should be eliminated. She also suggested the word "limited" in the grid heading on the left should be eliminated. She also commented that the word "accepts" in number one on the left is a loaded word. Council agreed "uses" is a better term.

Flores-Lowry said in number three on the right side, PE would like it to say it does not mandate that we add additional courses to the 18 unit G.E pattern.

Freytag said add another split row on the grid about the ability for students to get an AA and transfer degree simultaneously.

Lema told Council this will need to be decided at next week's meeting. Freytag will work with Vazquez to update the document with the recommended changes.

11. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:00 p.m.

Respectfully submitted,
Ann Langelier-Patton
Administrative Secretary

